



## **Anderson County Schools**

### **Enrollment for the 2025-2026 School Year**

**Action is required for all students, both actively enrolled and new to the district.**

Preparation for the 2025-2026 school year has already started and we need the support of our families to ensure that your experience with Anderson County is the best it can be. Action is needed now for **ALL** students actively enrolled that will be returning to AC Schools next year. Applications open *March 10th*.

### **Home School Families and Private School Families**

If you are interested in having your child attend an Anderson County School next year please visit:

<https://www.anderson.kyschools.us/OnlineEnrollment.aspx>

If your child will be attending a local home school please download, complete and return the home schools intent form to [travis.harley@anderson.kyschools.us](mailto:travis.harley@anderson.kyschools.us) or mail to ACBOE 1160 North Bypass Lawrenceburg, KY 40342.

### **Home School Intent Form**

<https://drive.google.com/file/d/1yQ2SJ5FZ3GNTXo0RekXgWulgbiF103Is/view?usp=sharing> The document at this link must be printed, completed and submitted. It can be submitted via email, US Mail or in person to Travis Harley at the Anderson County Board of Education.

### **Online Registration for Students Currently Enrolled with AC Schools**

#### **Opens March 10th**

The Parent Portal will be used by all families to complete the Online Registration for **ALL** currently enrolled, returning AC students. This action will allow families to update information, to make any necessary account changes and to complete the first day of school documents (Technology Acceptable Use Policy, Field Trip Permission). Documents specific to student registration (immunization, dental exams, vision screenings, exemptions, etc. will need to be delivered to the child's school. ***Classroom assignments, schedules and Chromebook access will not be assigned to students until the Online Registration has been completed. If the OLR is not completed for the 2025-2026 School Year by***

***July 18th your child will lose access to their Google Account and will not be able to use district technology until it is completed.*** Families with enrolled students can also add a new student that is not

currently enrolled in AC School through this process. The Annual Update is available in the Parent Portal.

Login to the Parent Portal at: <https://kyede1.infinitecampus.org/campus/portal/anderson.jsp>

To obtain a Parent Portal Account click on the link below and follow the instructions:

<http://www.acschools.net/ParentPortalInformation.aspx> or email [achelp@anderson.kyschools.us](mailto:achelp@anderson.kyschools.us) .

### **Kindergarten Enrollment Open March 10th**

Children that have reached the age of 5 prior to August 1, 2025 are eligible to enroll in Kindergarten.

Kindergarten enrollment will be completed through the Online Registration in the Infinite Campus Parent Portal for any student that is currently enrolled at ECC. The update window is still open for Kindergarten.

Enrolling a Kindergarten student that is not currently enrolled at ECC can be completed in the Annual Update of another AC student or at this link to enroll a new student. Please visit the appropriate link below for more information.

Please choose Grade -00 when completing the enrollment application for your kindergarten student.

New Student Enrollment - <https://www.anderson.k12.ky.us/OnlineEnrollment.aspx>

### **In Person Registration Date -**

Ezra Sparrow Early Childhood Center - April 12th 9am - 1pm

Robert B. Turner Elementary - April 12th 9am - 1pm

### **Parent Portal Access and Support**

Families that do not have access to a Parent Portal account can obtain an account at this link.

<https://www.acschools.net/ParentPortalInformation.aspx>

### **Preschool Enrollment**

Preschool enrollment for children who will not be 5 years old by August 1, 2024 can be completed through the same application process that is laid out for all other new students in the Online Registration application but does require additional screening before acceptance. When selecting a grade in the application please use the key below to make the appropriate selection. All acceptance of preschool applications are processed and monitored by administration at ECC. For additional information and

questions specific to preschool enrollment please contact the Ezra Sparrow Early Childhood Center directly at 502-839-2504. Application age key: 99 - 4 years old 98 - 3 years old

### **Suggested Technology**

The Online Registration in the Parent Portal and use of the New Enrollment Application must be completed with the use of a laptop, desktop computer or your child's Chromebook. ***For the best results, please avoid using the app or a phone for this action.***

### **Families with First Time Enrollments, Kindergarten, 6th Grade and 9th Grade Students**

Original hard copies of necessary forms (Immunizations, Physicals, Birth Certificate, Social Security Cards) should be submitted to the Central Office or directly to the school during new enrollment or when completing the Online .

### **Helpful Hints for Completion**

If you have a parent portal account log into that via a laptop, not the phone app. While yes you can access the parent portal to review on your phone, this doesn't actually verify the information for the upcoming year. Once you login to Parent Portal and go to the More tab, then select Online Registration and begin verifying each child. You will save at the bottom of each page as you move through the site. Anything highlighted in YELLOW must be verified/reviewed. Once you have completed the verification a green checkmark will replace the yellow highlight. You will get an email that states you have completed the online registration. Also, the Online Registration must be completed with the use of a laptop, desktop computer or your child's Chromebook. For the best results, please avoid using the app or a phone for this action.

Path to Online Registration: Parent Portal Login > More > Online Registration

### **Troubleshooting**

Popup blockers must be turned off for you to complete Online Registration

Phones/tablets are not recommended for completing Online Registration

Preferred browsers are Firefox, Safari, and Chrome

Forgot username/password features only work if you have previously logged on via the portal link and have an Account Security email entered on your account

I have added a short video tutorial as well. If you have any more questions feel free to email me and I will try and help. <https://kb.infinitecampus.com/help/online-registration-for-parents>